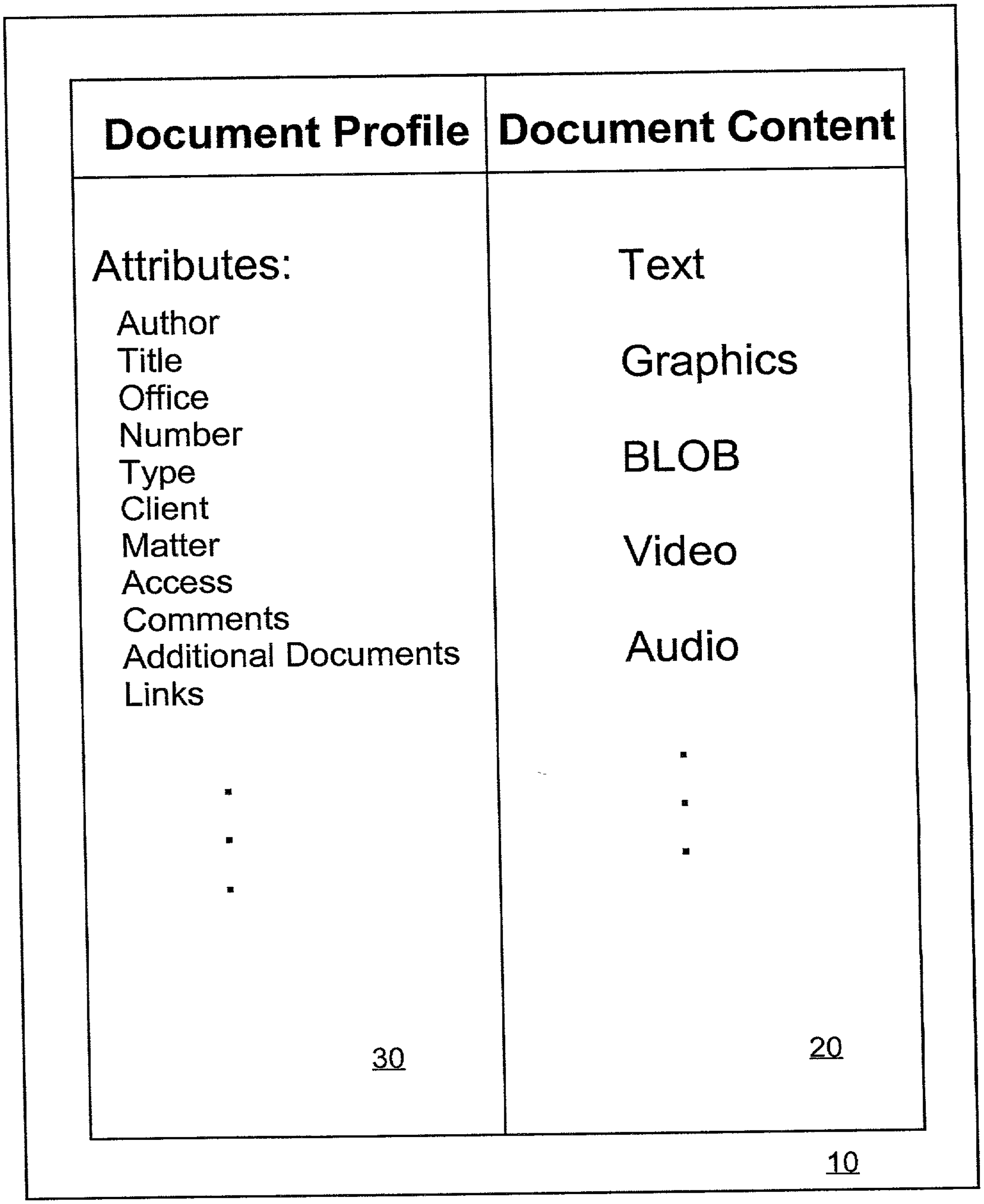

Document Profile
Document Content
Attributes:
Author
Title
Office
Number
Type
Client
Matter
Access
Comments
Additional Documents
Links
.
.
.
Text
Graphics
BLOB
Video
Audio
.
.
.
30
20
10

Figure 1

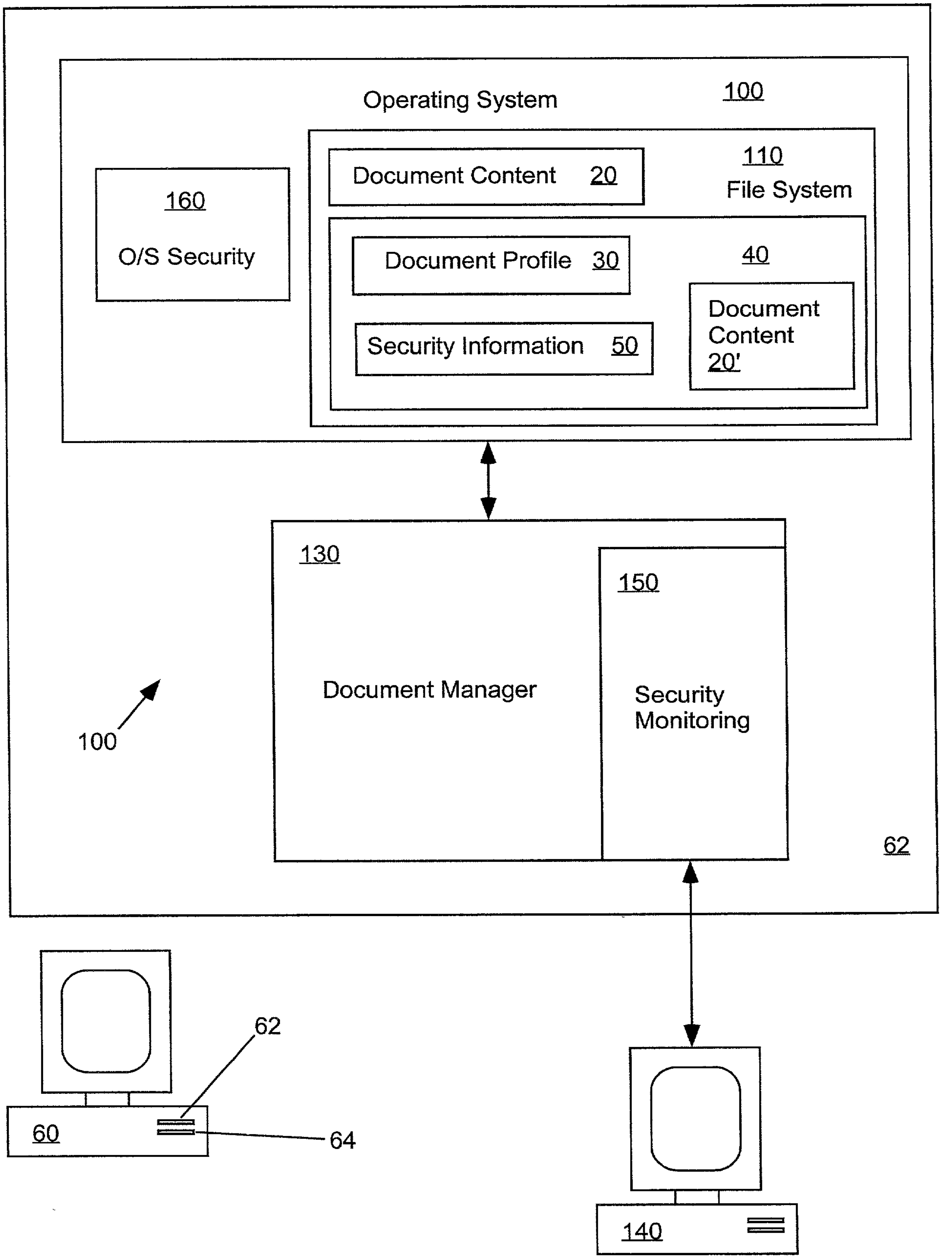
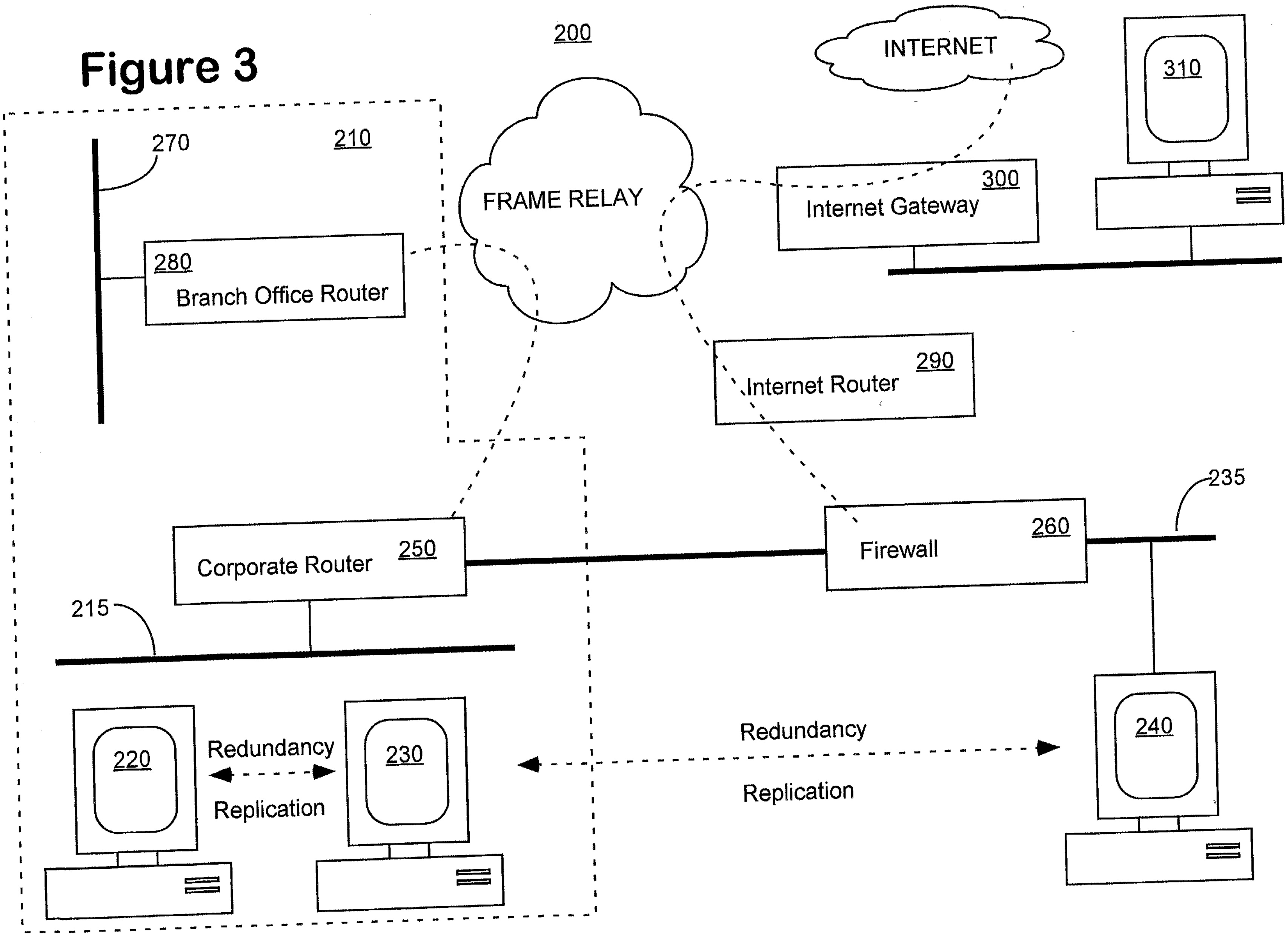
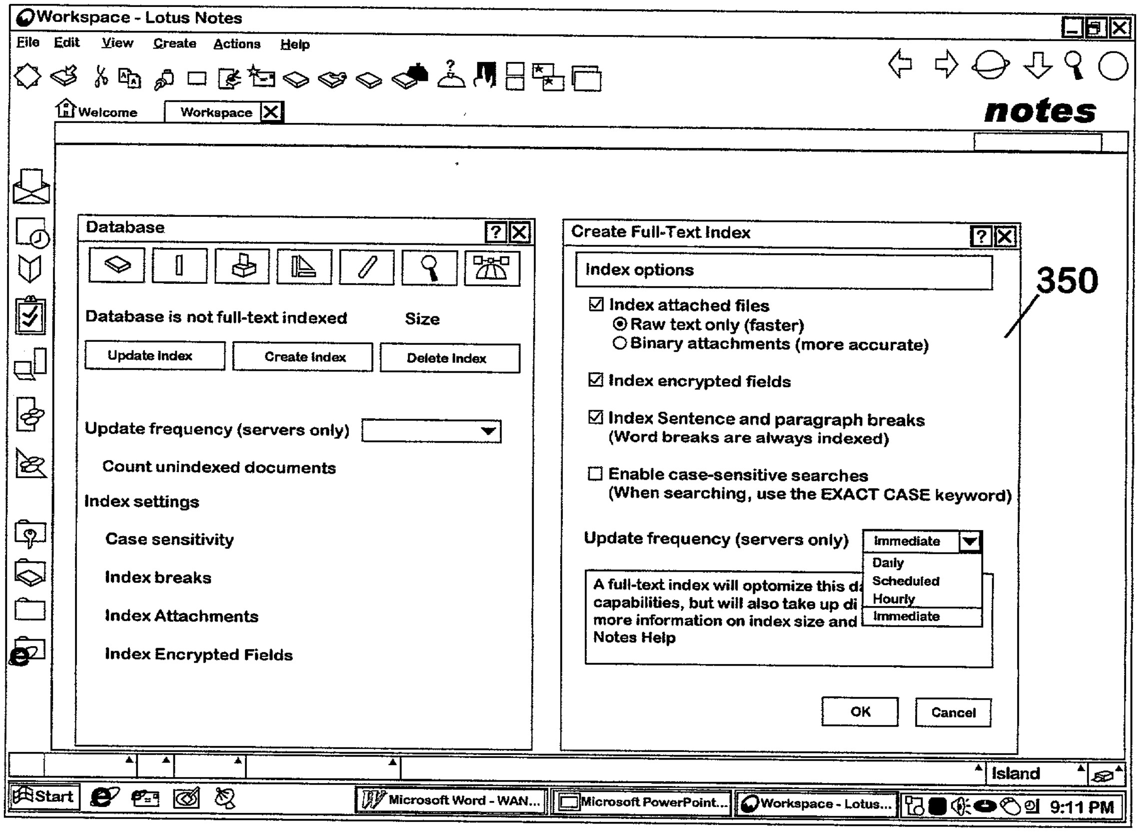

Operating System
100
160
O/S Security
Document Content 20
110
File System
Document Profile 30
40
Security Information 50
Document Content 20'
130
Document Manager
150
Security Monitoring
100
62
62
60
64
140

Figure 2

Figure 3


200
INTERNET
310
210
270
FRAME RELAY
300
Internet Gateway
280
Branch Office Router
290
Internet Router
235
250
Corporate Router
260
Firewall
215
220
Redundancy
Replication
230
Redundancy
Replication
240



Database is not full-text indexed Size

Update frequency (servers only)

Count unindexed documents

Index settings

Case sensitivity

Index breaks

Index Attachments

Index Encrypted Fields

☑ Index attached files
● Raw text only (faster)
○ Binary attachments (more accurate)

☑ Index encrypted fields

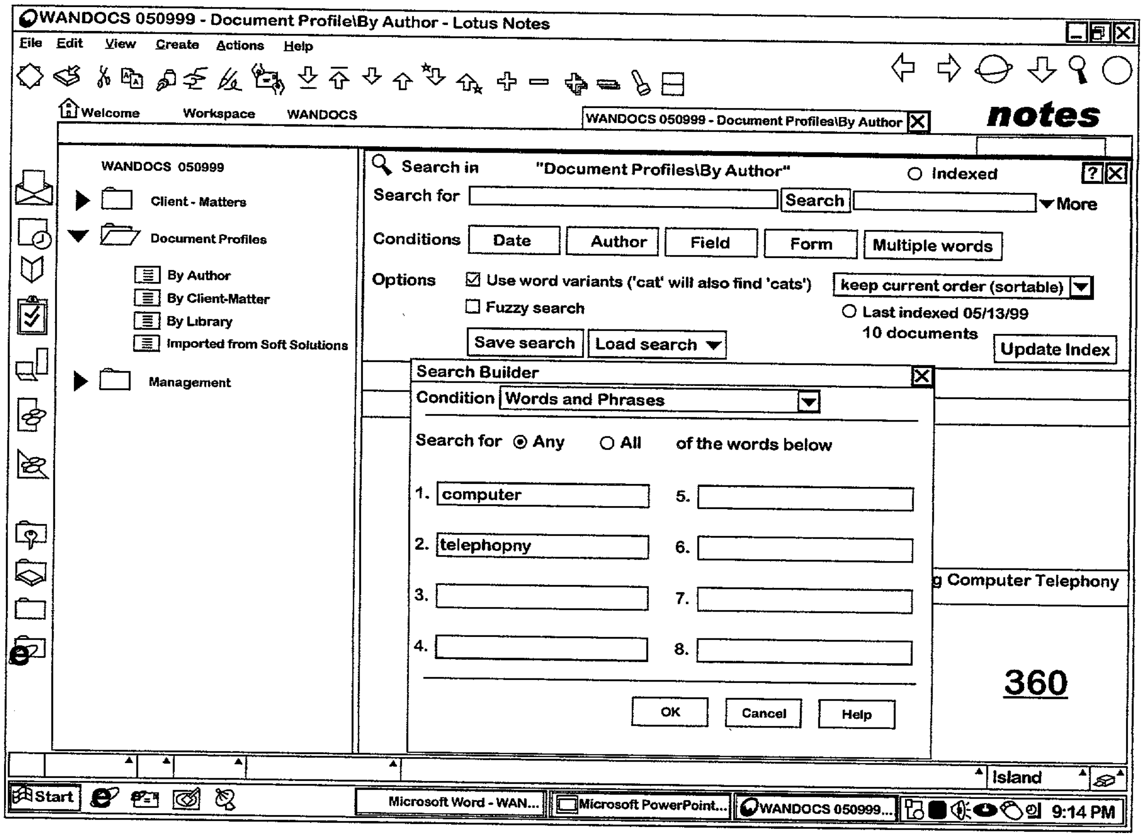
☑ Index Sentence and paragraph breaks
(Word breaks are always indexed)

☐ Enable case-sensitive searches
(When searching, use the EXACT CASE keyword)

Update frequency (servers only) Immediate

A full-text index will optomize this d capabilities, but will also take up di more information on index size and Notes Help

Figure 4A



WANDOCS 050999 - Document Profile\By Author - Lotus Notes

Search in "Document Profiles\By Author"

Options ☑ Use word variants ('cat' will also find 'cats')
☐ Fuzzy search
keep current order (sortable)
○ Last indexed 05/13/99
10 documents

Search Builder
Condition Words and Phrases
Search for ● Any ○ All of the words below
1. computer
2. telephopny
3.
4.
5.
6.
7.
8.

Figure 4B

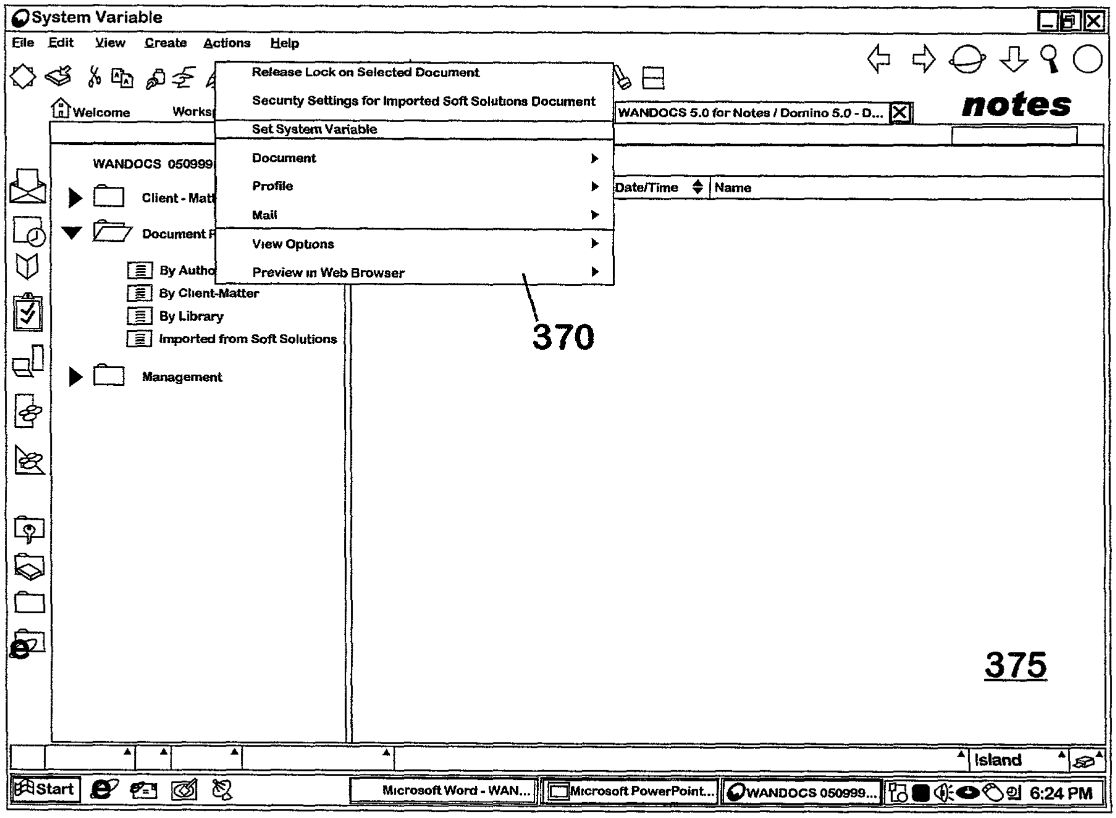
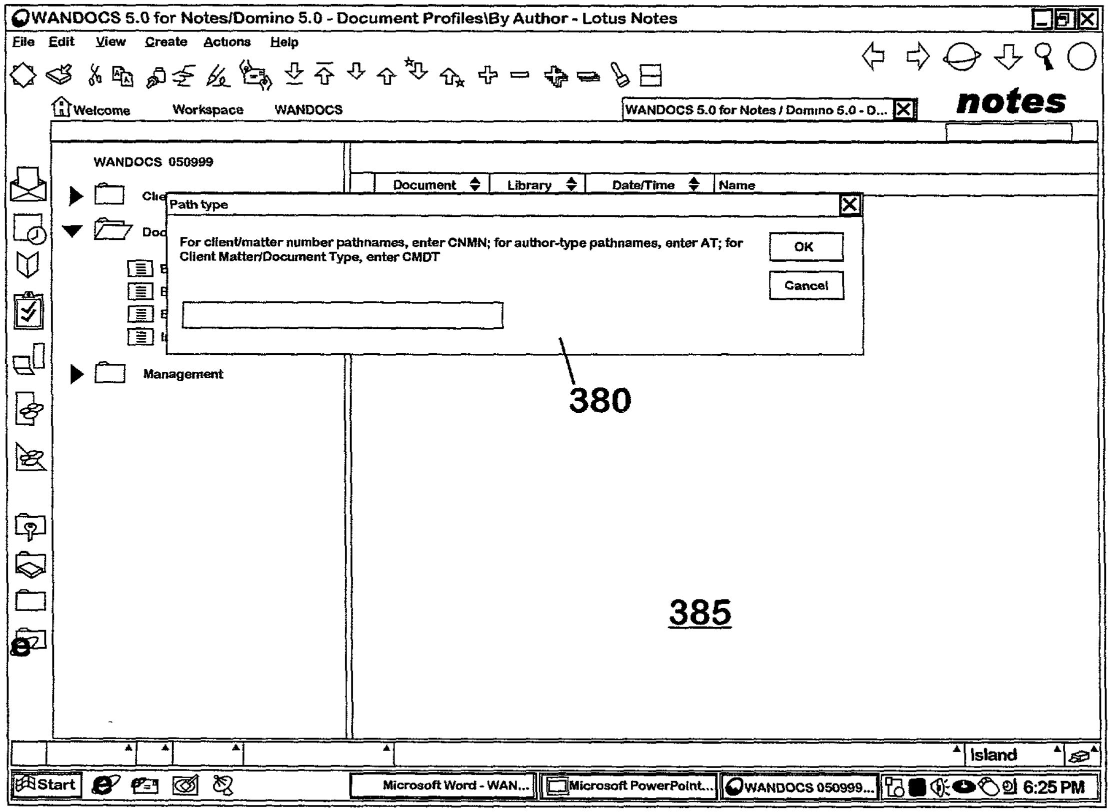

System Variable
File Edit View Create Actions Help
Welcome
Works
WANDOCS 5.0 for Notes / Domino 5.0 - D...
notes
Release Lock on Selected Document
Security Settings for Imported Soft Solutions Document
Set System Variable
Document
Profile
Mail
View Options
Preview in Web Browser
WANDOCS 050999
Client - Matt
Document F
By Autho
By Client-Matter
By Library
Imported from Soft Solutions
Management
Date/Time
Name
370
375
Island
Start
Microsoft Word - WAN...
Microsoft PowerPoint...
WANDOCS 050999...
6:24 PM

Figure 5A



For client/matter number pathnames, enter CNMN; for author-type pathnames, enter AT; for Client Matter/Document Type, enter CMDT

Figure 5B

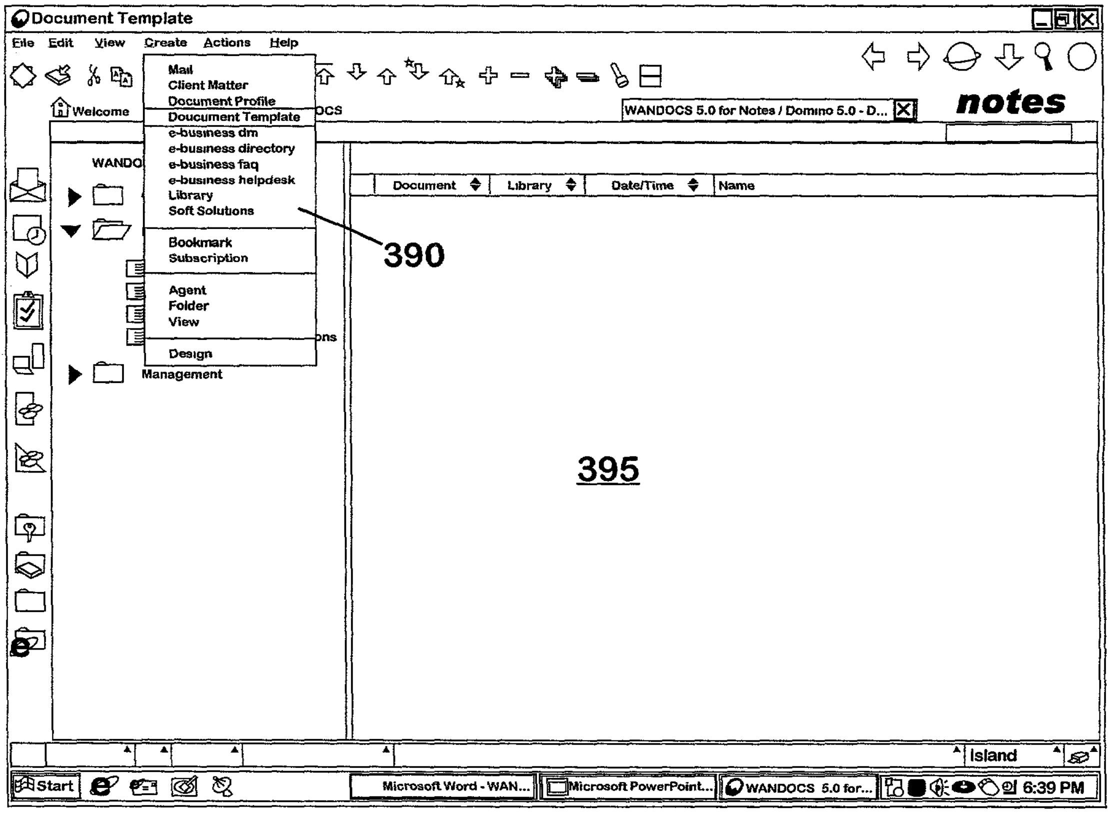
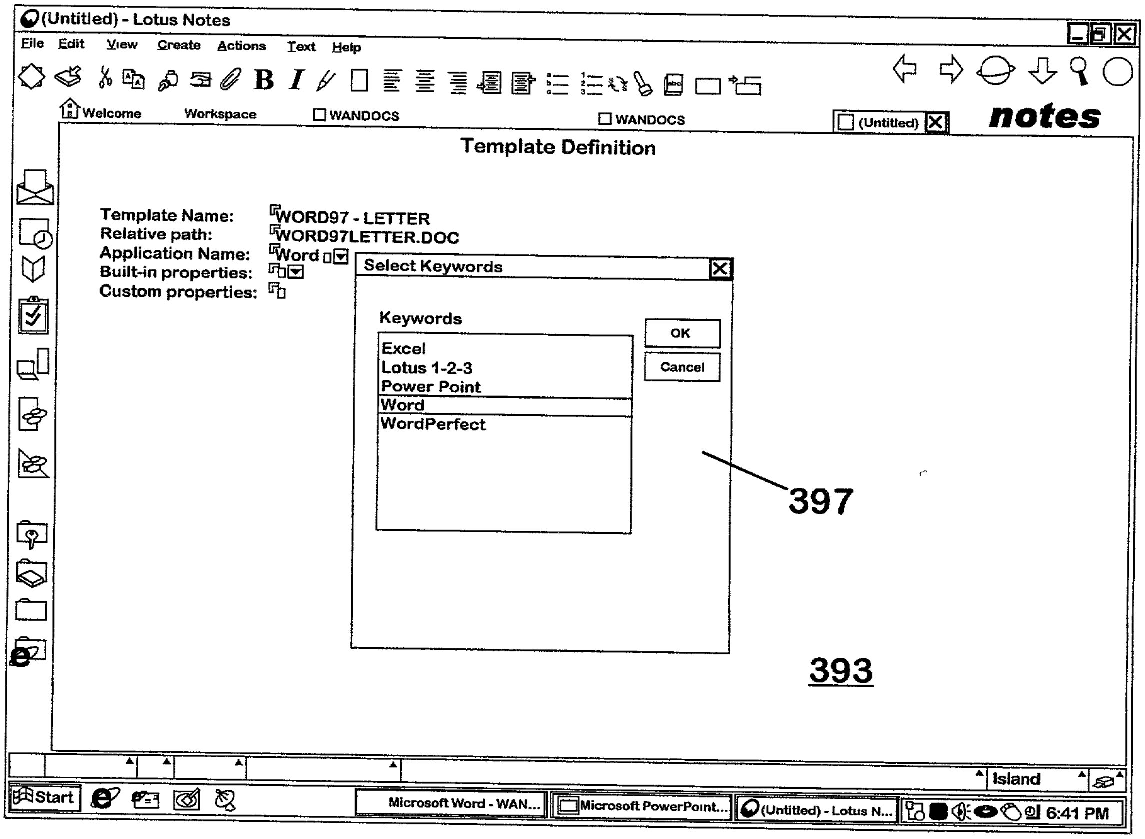

Document Template
File Edit View Create Actions Help
Mail
Client Matter
Document Profile
Doucument Template
e-business dm
e-business directory
e-business faq
e-business helpdesk
Library
Soft Solutions
Bookmark
Subscription
Agent
Folder
View
Design
Welcome
WANDOCS 5.0 for Notes / Domino 5.0 - D...
notes
Document
Library
Date/Time
Name
Management
390
395
Island
Start
Microsoft Word - WAN...
Microsoft PowerPoint...
WANDOCS 5.0 for...
6:39 PM

Figure 6A



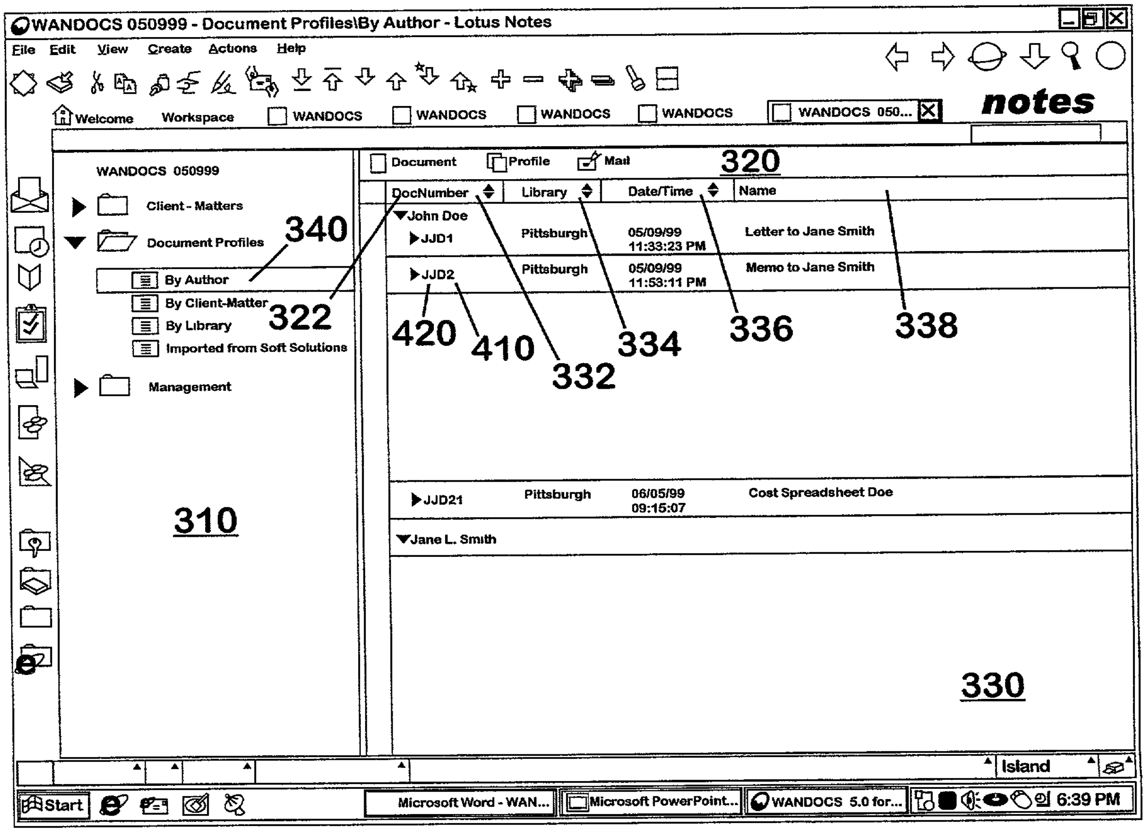
Template Definition

Template Name: WORD97 - LETTER
Relative path: WORD97LETTER.DOC
Application Name: Word
Built-in properties:
Custom properties:

Select Keywords

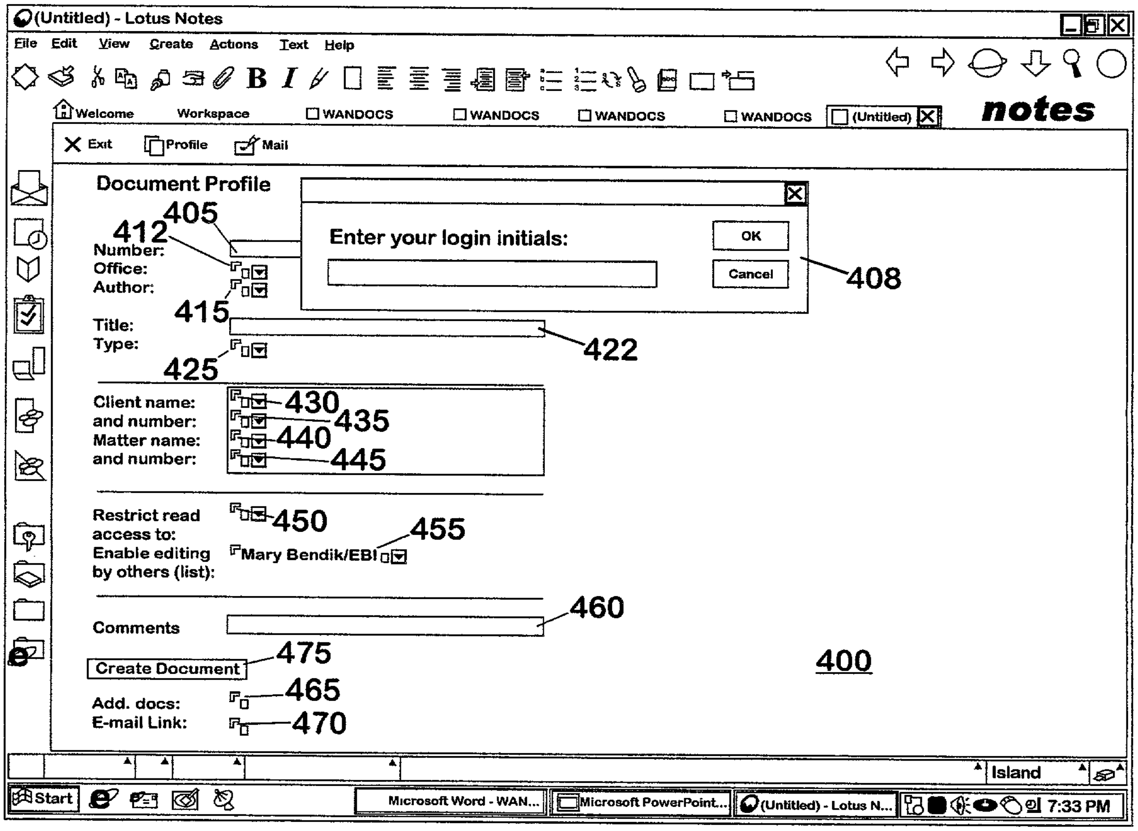
Keywords
- Excel
- Lotus 1-2-3
- Power Point
- Word
- WordPerfect

Figure 6B



DocNumber	Library	Date/Time	Name
John Doe			
JJD1	Pittsburgh	05/09/99 11:33:23 PM	Letter to Jane Smith
JJD2	Pittsburgh	05/09/99 11:53:11 PM	Memo to Jane Smith
JJD21	Pittsburgh	06/05/99 09:15:07	Cost Spreadsheet Doe
Jane L. Smith			

Figure 7



(Untitled) - Lotus Notes

Document Profile

Enter your login initials:

Number:
Office:
Author:

Title:
Type:

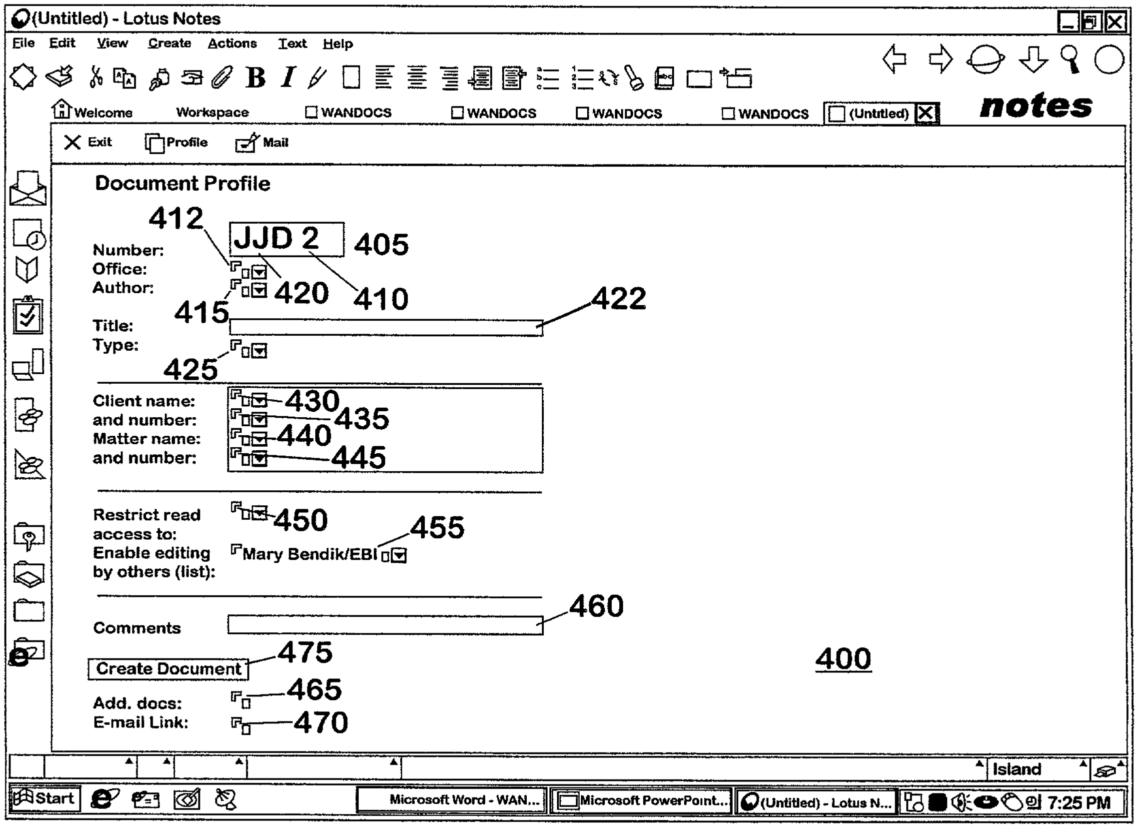
Client name:
and number:
Matter name:
and number:

Restrict read access to:
Enable editing by others (list): Mary Bendik/EBI

Comments

Add. docs:
E-mail Link:

Figure 8


(Untitled) - Lotus Notes

Document Profile

Number: JJD 2

Office:

Author:

Title:

Type:

Client name: and number:

Matter name: and number:

Restrict read access to:

Enable editing by others (list): Mary Bendik/EBI

Comments

Create Document

Add. docs:

E-mail Link:

Figure 9